

Town Council Meeting: 10 January 2005



Town of Garrett Park
PO Box 84
4600 Waverly Avenue
Garrett Park, MD 20896

Regular Meeting of Town Council
Garrett Park Town Hall
10814 Kenilworth Avenue
Garrett Park, MD 20896

MINUTES

Call to Order: Mayor Shawaker called the meeting to order at 8:25 pm. Present were Councilmembers Altar, Bennett, Keller, Quigley, and Wegner, Town Administrator Pratt, and a number of Town residents.

Approval of Agenda:

The posted agenda was approved without objection.

Presentations by Citizens:

- Citizen's Association Co-president Jack Mandel updated the Council on upcoming Association and Film Society activities.

Mayor's Report:

- Mayor Shawaker reminded everyone that there would be a special meeting on January 17th at 7:00 p.m. in the Town Hall to discuss the design for parking in the Penn Place/Park Place vicinity.
- The Mayor commended maintenance Superintendent Frost for the fine job done installing the Mayors' bricks in front of the Post Office entrance. Mayor Shawaker noted that Superintendent Frost had come in on the weekend to complete the job in order to take advantage of the good weather.
- Mayor Shawaker announced that the Council would hold a budget workshop in the Town Office on Saturday, February 5th at 8:00 a.m. to begin work on the FY 2006 budget. Residents are welcome to attend.
- Mayor Shawaker noted that she would be out of Town from January 18th through January 23rd and appointed Councilmember Keller Acting Mayor in her absence.

Councilmember's Reports:

- Councilmember Wegner updated the Council on the status of the Town streetlight retrofit project.
- Councilmember Keller reported that requests for proposals for the winter tree removals had been sent out to 5 potential contractors.

Approval of Minutes:

Councilmember Wegner **MOVED**

That the minutes of the 8 November 2004 Town Council meeting be approved as corrected. Councilmember Altar seconded the motion, which **PASSED** unanimously.

Action:

- Introduction of Ordinance 2005-01: Amending the FY 2005 Budget. Town Administrator Pratt presented proposed amendments to the adopted FY 2005 budget. Administrator Pratt explained that this is an annual action taken in the middle of a fiscal year to make any changes needed in the light of more accurate forecasting of revenues and expenditures, or due to changes in circumstances or policy.

- Approval of Penn Place HVAC service contract: Town Administrator Pratt asked that the Council approve a service contract for the Penn Place HVAC systems with the installer, Harvey Hottel, Inc. of Gaithersburg for an annual cost of \$3,200 paid quarterly. Councilmember Altar **MOVED**

That the Town Administrator be authorized to sign an annual service contract with Harvey Hottel, Inc. for the HVAC systems in Penn Place. Councilmember Wegner seconded the motion, which **PASSED** unanimously.

- Councilmember Altar and resident Martin Trocki made a presentation to the Council regarding the development of a 4-step Internet-based communication and public opinion sampling system to be linked with Mr. Trocki's website. After some discussion Councilmember Altar **MOVED**

That the Council approve proceeding with steps 1 and 2 as described in the handout he had presented to the Council (attached to these minutes). After further discussion, Councilmember Keller seconded the motion, which **PASSED** unanimously.

Town Administrator Report

- Monthly Financials: Town Administrator Pratt asked if there were questions regarding the monthly financial reports. There were none.

Adjournment:

There being no further business, the meeting adjourned at 9:25 pm.

Respectfully Submitted,

[TOWN SEAL]

Edwin Pratt, Jr., Clerk